



# *Town of Colchester, Connecticut*

127 Norwich Avenue, Colchester, Connecticut 06415

## **AGENDA FOR REGULAR MEETING of BOARD OF FINANCE July 6, 2016 – Town Hall – 7:00**

1. CALL TO ORDER
2. ADDITIONS TO THE AGENDA
3. APPROVAL OF MINUTES: June 15 Regular Meeting
4. CITIZENS COMMENTS
5. FIRST SELECTMAN
  - a. Transfer requests
  - b. First Selectman's report
6. CORRESPONDENCE
7. DEPARTMENT REPORTS
  - a. Finance Department
  - b. Tax Collector
8. LIAISON REPORTS
9. NEW BUSINESS
  - a. BOF web page – policies needed to be added, other information
  - b. Budget web page – content to be added for inter and intra referendums
  - c. Program Fund – review first and second quarter reports
10. OLD BUSINESS
  - a. 2016 – 2017 BOF Goals and Objectives – review, amend and prioritize
  - b. Recreation Field Subcommittee – update
  - c. Senior Center Subcommittee – update
11. CITIZENS COMMENTS
12. ADJOURNMENT

RECEIVED  
TOWN CLERK  
2016 JUL - 1 PM 2:24



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Finance Minutes  
Regular Meeting Minutes  
Wednesday, June 15, 2016  
Colchester Town Hall @ 7PM**

RECEIVED  
COLCHESTER CT  
2016 JUN 17 AM 8:53  
TOWN OF COLCHESTER  
TAX COLLECTOR

**MEMBERS PRESENT:** Chairman Rob Tarlov, James McNair, Rob Esteve, Andreas Bisbikos, and Andrea Migliac

**MEMBERS ABSENT:** Thomas Kane

**OTHERS PRESENT:** First Selectman Art Shilosky, CFO M Cosgrove, BOS D Mizla, BOE B Bernier, Tax Collector M Wyatt, J Mattos, and Clerk T. Dean

**1. Call to Order**

Chairman R Tarlov called the meeting to order at 7:00 p.m.

**2. Additions to the Agenda - none**

**3. Approval of Minutes: May 18 Regular Meeting; June 2 Special Meeting**

J McNair moved to approve the Regular Board of Finance meeting minutes of May 18, 2016, seconded by R Esteve. Unanimously approved. MOTION CARRIED

J McNair moved to approve the Special Board of Finance meeting minutes of June 2, 2016, seconded by R Esteve. Unanimously approved with one abstention by A Bisbikos. MOTION CARRIED.

**4. Citizen's Comments – none**

**5. Budget Process Review**

R Tarlov invited discussion on any suggested changes in the process.

J McNair suggested having a page that would clarify BOF role. Also one place where proactive information can be posted. A Bisbikos inquired on the status of the budget fb page. R Tarlov indicated it is not up and running at this time. A Shilosky stated that he feels there is too much dialogue on the budget fb page. R Tarlov stated that he didn't think that Brad and he had posted any information in the weeks before the first vote and that the dialogue taking place on the budget page shifted out to other fb pages. Discussion then took place regarding possible parameters for the budget fb page. R Tarlov discussed having a tri-board meeting with the Building Committee too explain BOE declining enrollment vs budget figures. R Esteve suggested including revaluation information.

**6. First Selectman**

**a. Transfer Requests**

All transfers are pending BOS approval and a Town meeting for snow transfer.

A question on the Police payroll transfer – CFO M Cosgrove stated the budget is either 5-year promotion or 4 years with a project. This year it was 4 years with a project and the project may not have been anticipated.

R Esteve moved to transfer \$85,215 to Snow Reserve Fund from unexpended balances in the Snow Removal budget, pending BOS and Town Meeting approval, seconded by A Bisbikos. Unanimously approved 5-0. MOTION CARRIED.

R Esteve moved to approve the block of 5 transfers, pending BOS approval, seconded by J McNair. Unanimously approved 5-0. MOTION CARRIED.

**b. First Selectman's Report**

Builders Risk for WJJMS will be addressed once quotes go out for the building. O & G has a plan with USI. Norton Mill update, along with future schedule outlined. The town is on the short list for a 2<sup>nd</sup> grant for the mill. Library, Police Public Works negotiations underway. Noels has a deposit on the Old Mill Fabric past location.

**7. Correspondence - none**

**8. Department Reports**

**a. Finance**

CFO M Cosgrove read the report on revenue. 98.71% on current year collection rate. State revenue still waiting on

3<sup>rd</sup> portion payment for Mashantucket Pequot. LOCIP grant has been submitted. Expenditure side; transfers are starting. Adopted BOE budget should be on the way to printers shortly, as well as the town budget.

**b. Tax Collector**

M Wyatt stated 149 liens on real estate; released 26 of those liens; working with collection agency and town Marshall for enforcements; 6/30 tax bills will be mailed.

**9. Liaison Reports**

J McNair reported on CHVFD – Middlesex Hospital will be charging towns for paramedic services. Discussed Fire Company in relation to Town Fire Department. Strategic Plan should be coming forth with a first draft within the next month. The Board discussed the Strategic Plan timeline in relation to the budget.

A Migliaccio reported on Commission on Aging – Stated that the seniors were curious on the status of the senior center. A Shilosky responded that an extension is needed for the proposed purchase agreement for the current senior center. 9/13 is the tentative referendum date. Another subcommittee would be created to go forward on a new senior center.

R Esteve reported on Board of Education – June meeting they recognized 14 retirees. WJJMS building project received the letter officially authorizing funding. Budget to date as of 5/31 is 99.2% expended or encumbered.

A Bisbikos reported on the Park & Rec subcommittee - topic will be discussed later in the meeting.

R Tarlov reported on the Building Committee – O & G cost estimates discussed. Listed items needed to cut to stay within budget. Approximately three months behind schedule. Triboard meeting with the Building Committee will be scheduled over the summer.

**10. New Business**

**a. Update 2015-2016 BOF Goals and Objectives**

Updated "next dates" on items. Reviewed current list.

**b. 2016-2017 BOF Goals and Objectives**

Discussed Program Funds, it was suggested to have reports sent quarterly to BOF by P&R with the next report for the 1<sup>st</sup> or 2<sup>nd</sup> meeting in July. Board of Finance Web page, J McNair suggested posting charts discussed in meetings on the web page. Fund Balance discussion took place. Board members should review the list, add to the list as necessary, sort by priority, and then the Board will reach a consensus.

**11. Old Business**

**a. Recreation Field Subcommittee**

A Bisbikos discussed the Sports Park Improvement Fund (renamed from Park & Rec Improvement Fund) language which was reviewed at the last P&R subcommittee. The group also reviewed the Field Sustainability Task Force recommendations. J McNair stated an outline for short and long term needs/goals was created, using no tax dollars. CFO M Cosgrove stated there will need to be a review in language from the draft to the current ordinance to ensure there is no conflict.

**b. Senior Center Study Committee - none**

- 12. Citizens Comments-** J Mattos informed the Board of a facebook option which features a way to get feedback anonymously. Also suggested that the BOE and BOF conduct budget presentations at the schools next budget season.

**13. Adjournment**

J McNair moved to adjourn at 8:54 pm, seconded by R Esteve. Unanimously approved. MOTION CARRIED.

Attachments (2) : 2016-2017 Objectives and Initiatives  
Graphs

Respectfully submitted,

Tricia Dean, Clerk